



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Brandon Robinson, Electrical Engineering Supervisor
Art Vela, Director of Public Works

MEETING DATE: September 24, 2024

SUBJECT: Consideration of Resolution 2024-152, Approving a Professional Services Agreement with Finley Engineering Company, Inc. for the Electric System Master Plan in the Amount of \$125,000

RECOMMENDATION:

Adopt Resolution 2024-152.

BACKGROUND:

The City currently has a growing customer base of approximately 14,000 Electric Utility ("Utility") customers, which will continue to increase as more homes and businesses are built within the Utility's service territory. The Utility's overall electricity consumption has increased by approximately 10 percent over the past three years, and the City must ensure that the Utility's electric transmission and distribution facilities are adequate in order to accommodate future load growth.

Given the City's dynamic growth in both residential and commercial electric accounts, the City has found it necessary to seek a qualified engineering firm to assist with the development of an electric system master plan ("Electric Master Plan"). This assistance shall come in the form of various scenarios of load growth, alternative expansion options, and system reliability through the installation of substations, transmission, and underground and overhead distribution circuits.

A Request for Proposal (RFP) for the Electric Master Plan was publicly distributed on July 24, 2024 and sent to qualified consulting firms having experience in conducting a comprehensive electrical system study. Three firms responded to the RFP and submitted proposals by the August 22, 2024 deadline.

Upon review of proposals, it was determined that Finley Engineering Company, Inc. is the best qualified, as per the guidelines set forth in the RFP and based on the evaluation criteria as given in the aggregate scores below.

<u>CONSULTANT</u>	<u>SCORE</u>
Finley Engineering Company, Inc.	80.67
Resilient Electric Analytics, LLC	57.00
Electric Power System International, Inc.	43.33

The proposed Electrical Master Plan will include, but not be limited to the following major tasks:

Task 1: Data collection and Review

Task 2: Project Kick-off, Site Assessment and Interviews

Task 3: Load Forecast
Task 4: Regulatory Impacts
Task 5: Transmission / Substation / Distribution
Task 6: Capital Improvement Program (CIP)
Task 7: Prepare Master Plan

JUSTIFICATION:

The last comprehensive electric system study the City had performed was a Ten-Year Electric System Master Plan (FY 2004-2014), which was completed by R.W. Beck in 2004. The purpose of this agreement is to facilitate the analysis of the Utility's present electrical system and determine the requirements for improving and expanding the system in a coordinated and economical manner. The evaluation and implementation of the recommendations that result from this study shall ensure adequate and reliable service to the Utility's customers, while providing for projected load growth.

FISCAL IMPACT:

If approved, the Professional Services Agreement with Finley Engineering Company, Inc. would be for a "not-to-exceed" amount of \$125,000. Staff also recommends to include an additional \$25,000 contingency for this contract. The expenditure was part of the Fiscal Year 2024/2025 approved budget and available in Account No. 673-7000-473.33-11 (Professional Services).

ALTERNATIVES:

Do not approve Resolution 2024-152 and provide alternative direction to staff.

BUDGETED?:

Yes

CONTRACT/AGREEMENT:

Yes

ATTACHMENTS:

1. [Banning_-_CC_Resolution_2024-152__Electric_System_Master_Plan_.docx](#)
2. [PSA Finley Eng - Electric Master Plan.pdf](#)
3. [RFP-24-075 - ELECTRIC_MASTER_PLAN.pdf](#)
4. [Proposal-Finley-Banning_2024-08-22.pdf](#)
5. [Pricing-Finley-Banning_2024-08-22.pdf](#)